Teamwork: An Open Access Practical Guide – Instructor Companion

Spring 2020 PAL Lesson Plan – Kinesiology and Nursing

Career Exploring: Teamwork

Author: Charlotte Stubbins

This work is licensed under a Creative Commons Attribution-NonCommercial-ShareAlike 4.0 International License.
**Lesson Objectives:**
1. TSW understand the importance of teamwork in the workplace.
2. TSW understand and learn there place in a team.
3. TSW be able to determine the different types of teams.

**Lecture:**

**Pre-Survey**

**Importance of Teamwork**
- Your ability to articulate your teamwork skills and experiences will be a vital element on your resume. Prospective employers will usually want to see examples of effective teamwork and ask you about your teamwork experiences, skills, knowledge and abilities around teamwork when they are considering you for a job.

**What makes a team**
Teams are composed of individuals who:
- A shared collective identity
- Common goals
- Interdependence in terms of assigned tasks or outcomes
- Distinctive roles within the team

**Benefits of Working in a Team**
- Integrate knowledge and ideas
- Coping with complexity
- Motivation and commitment
- Create synergy

**Different Types of Teams**
- Project Teams
- Long-term stable
- Virtual teams

**Leaders vs. Followers**
- Leaders
  - Leaders play a key role ensuring that all team members feel safe to seek feedback, share information, experiment, ask for help, and talk about errors

**Materials:**

**PPT**

**Activity (20 mins):**
450 word reflection:
- What does effective teamwork look like to you?
- What role do you play in a team and why?
- Why do you think teamwork is important in the workplace?
- Create a understanding of the task, equipment, and the situation.

- Followers
  - Build a collaborative relationship with leader and colleagues
  - Influence the leader in a confident and unemotional manner to help the leader avoid costly mistakes
  - Challenge the team when necessary and maintaining a critical perspective on the group’s decisions

Who are you in a team?
- Linker, Coordinates and integrates
- Creator, Initiates creative ideas
- Promoter, Champions ideas after they’re initiated
- Producer, Provides direction and follow-through
- Advisor, Encourages the search for more information
- Assessor, Offers insightful analysis of options
- Organizer, Provided structure
- Controller, Examines details and enforces rules
- Maintainer, Fights external battles

How to handle conflict
- Use positive tones, frame your disagreements in terms of improvement
- Listen, hear what others have to say about an issue
- Avoid saying others are wrong, acknowledge a person opinion before you disagree
- Don’t get personal, focus on the task not personal things

Post Survey